

## IN THE SPECIFICATION

Please replace the paragraph starting at page 2, line 23 and ending at page 3, line 5, with the following.

When a copying machine or facsimile apparatus is used without confirming the contents of a printed document, a document including errors or a document other than that to be copied or transmitted may be copied or transmitted by facsimile. Hence, a wasteful copy may be formed, or such document ~~may give a destination into~~ lead to trouble. Furthermore, in terms of waste of paper resources, omission of pages or wrong copying may be found after a large number of copies are formed.

Please replace the paragraph starting at page 16, line 25 and ending at page 17, line 7, with the following.

In the above description, the apparatus confirms with the user if facsimile transmission of each document is to be executed. Alternatively, documents may be pre-scanned one by one to read aloud their specific portions, and upon completion of pre-scans and text-to-speech conversion for all the ~~document~~ documents, the apparatus may confirm with the user whether or not facsimile transmission of all the documents is to be executed. This process is suited to the facsimile apparatus.